

PLAN COMMISSION MEETING  
FEBRUARY 11, 2019 - 5:30 P.M.

Members Present: Fred Horne, Mike Kastens, Michelle Scanlan, MaryKay Rice, David Wilford and Jim Zajkowski

Members Absent: David Tyvoll

Fred Horne called the meeting to order and roll call was taken.

Mike Kastens moved to adopt the agenda as presented, seconded by Michelle Scanlan and carried.

Jim Zajkowski moved to approve the minutes from January 9, 2019, seconded by Mike Kastens and carried.

**Certified Survey Map for Harvy Christensen Sr.**

Noah Wiedenfeld explained the Certified Survey Map for Harvey Christensen Sr. The CSM will divide a 22-acre parcel located at 1488 County Road K into two lots. Lot 1 will be 0.568 acres and Lot 2 will be 21.432 acres. The Plan Commission tabled this CSM at their January meeting to allow staff to further research the requirement to attach to municipal water. The Development Review Committee recommended approval of this CSM with the following conditions:

1. The CSM shall be revised to indicate the building setbacks of Lot 2 per Section 117-18.E of the City Code of Ordinances.
2. A document establishing the rights and responsibility for shared use of driveways within the access easement, including a termination clause if street construction occurs, shall be drafted and recorded with the CSM.
3. The applicant shall receive a driveway permit from St. Croix County prior to any construction of a driveway.
4. A deed restriction shall be recorded stating that Lot 2 shall not be further subdivided without provision of local street access to existing and proposed lots; additional direct access to County Road K in the future for any new lots shall be prohibited.
5. Lot 1 shall be required to connect to the City public water distribution on or before December 31, 2020. The property owner shall be responsible for any and all connection charges and fees. A well operation permit is required per Section 86-135.C of the City Code of Ordinances if the well owner wishes to continue to operate a private well to serve the barn or mobile home located on Lot 2. If the well is to be abandoned, the abandonment method shall comply with Wis. Adm. Code Chapter NR 812 and Section 86-135 of the City Code of Ordinances.
6. The property at 1492 County Road K shall be required to connect to the City public water distribution on or before December 31, 2020. The property owner shall be responsible for any and all connection charges and fees.
7. The subdivider, and his heirs and assigns, shall, by written plat restriction, agree to abandon the interim sewage facilities and connect to the City public sewerage facilities upon a determination by the Director of Public Works that such facilities are available for feasible connection. The Director of Public Works has determined that connection to public sewerage facilities is not currently feasible. Design information for the existing septic system shall be submitted for review by the Director of Public Works. The existing septic system shall also be inspected by a licensed septic designer to ensure that it is functioning properly and that there is adequate space for a drainfield site.
8. The CSM shall be revised to provide for a 5-foot wide drainage and utility easement on the interior lot lines of Lot 1 and Lot 2, per Section 117-41 of the City Code of Ordinances.

Nick Vivian, City Attorney, supported the recommendation to require connection to City water by December 31, 2020. Discussion followed. Jim Zajkowski moved to approve the Certified

Survey Map from Harvey Christensen Sr. with the conditions listed, changing the deadline to hook up to City water to December 31, 2023, seconded by Mike Kastens and carried.

#### **Certified Survey Map from Skoglund Properties LLP**

Noah Wiedenfeld explained the canopy for Super America is on a separate parcel from the convenience store. This Certified Survey Map shows the canopy and store on the same lot. The Development Review Committee recommended approval of the CSM with the following conditions:

1. The proposed CSM shall be revised to show the approximate building setbacks, per City Code 117-20.G
2. A document establishing the rights and responsibilities for the shared use driveway on North Fourth Street shall be drafted and recorded with the CSM.
3. All utility issues are subject to review and approval of the Public Works Director.

Mike Kastens moved to approve the Certified Survey Map for Skoglund Properties LLP with the conditions listed, seconded by Michelle Scanlan and carried.

#### **Certified Survey Map for the City of New Richmond**

Noah Wiedenfeld explained the Certified Survey Map is for property located in the Business and Technical Park on St. Croix Avenue. The lot will be sold to Dance Explosion. The Development Review Committee recommended approval of the CSM with the following conditions:

- 1) All utility issues are subject to review and approval of the Director of Public Works and Electric Superintendent.
- 2) All grading, drainage, and erosion control issues are subject to review and approval of the Director of Public Works.
- 3) The CSM shall be revised to provide a 10 foot wide utility easement along the rear lot line of Lot 3, and a 5 foot wide easement along the east side of the lot line of Lot 4. All side lot line utility easements shall be revised to be 5 feet in width.

MaryKay Rice moved to approve the Certified Survey Map with the conditions as recommended, seconded by David Wilford and carried.

#### **Termination of Covenants for Business and Technical Park**

Noah Wiedenfeld explained there are three sets of covenants in the Business and Technical Park. Some of these covenants are more restrictive than our current ordinances. One of the sets of covenants needs approval from Forward New Richmond and City Council. The other two sets of covenants need approval from 75% of the property owners within the areas covered by the covenants. No action is needed from the Plan Commission. This is for informational purposes only.

#### **Communications and Miscellaneous**

None

Jim Zajkowski moved to adjourn the meeting, seconded by MaryKay Rice and carried.

Meeting adjourned at 6:00 p.m.

Tanya Batchelor  
City Clerk